

Muscatine County Board of Supervisors  
Monday, November 6, 2023

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Chick, Kirchner, Mather, Sauer and Sorensen present. Chairperson Sauer presiding.

On a motion by Sorensen, second by Mather, the agenda was approved as presented. Ayes: All.

On a motion by Sorensen, second by Kirchner, the Board approved the minutes of the October 30, 2023 regular meeting. Ayes: All.

Correspondence:

All Supervisors received an email from Kim Carson regarding Freedom of Information Act (FOIA).

Mather received an email from a Drug and Alcohol Testing Consortium vendor and forwarded the email to Administrative Services Director Nancy Schreiber.

Mather received an email from the Housing Council encouraging citizens to take a Muscatine County Workforce survey.

Committee & Meeting Reports:

Sorensen and Chick held a meeting with Sara Carlson regarding a request Tax Increment Financing (TIF) for a residential development on October 30, 2023.

Sorensen met with Ron Monahan of Muscatine Community Foundation regarding concerns about American Rescue Plan Act (ARPA) funding on October 31, 2023. Sorensen recommended Monahan put the concerns in writing and present to the Board.

Sorensen attended a Bi-State Regional Finance Committee meeting on November 3, 2023.

Sorensen, Mather and Chick attended a Housing Council meeting on November 1, 2023.

Discussion was held with Administrative Services Director Nancy Schreiber regarding a proposal from MRA for Compensation Services for Muscatine County. Schreiber stated the service will be to gather external data and determine where the county is relative to the market. The proposal states MRA will partner with the county to complete market pricing on approximately 70 job titles, review and update current salary structure, and identify placement of current employees in updated structure and ranges. Schreiber stated the compensation service was budgeted for FY24 at \$50,000 and stated the last compensation service was conducted in 2015. Schreiber recommended to join MRA membership for one year, which provides a lower rate and additional services. Schreiber stated if after one year the membership is proven useful the Board can approve to continue it. Sorensen stated the bench marking data may prove to be beneficial. Schreiber stated the timeline for obtaining the information from MRA allows the Board to review and make possible adjustments during the FY25 budget process and certifying the budget. The Board consensus was to join MRA membership for one year, request the base study with no benchmark service, with possible action on the November 13, 2023 board agenda.

Schreiber reviewed the procedure of Community Services Director/Disability Services Coordinator candidates stating the position has been posted and advertised with eleven applicants received. Schreiber stated two of the eleven applicants met the minimum qualifications. Schreiber stated she has done an additional advertisement with the deadline to apply being Friday, November 10, 2023 and have received two additional applicants. The Board consensus was to allow Schreiber and Community Services Director Felicia Toppert to review the applicants and recommend who to the Board for the interview process they will conduct. Schreiber recommended the entire interview process and selection be completed by mid-December 2023.

Schreiber stated there will be a Special Board meeting on Tuesday, November 14, 2023 at 9:00 a.m. for the 1<sup>st</sup> Tier Canvass of the 2023 City/School Election held on November 7, 2023.

County Auditor Tibe Vander Linden stated early absentee voting is available in the Auditor's office today until 4:30 P.M. and on Election Day, November 7, 2023, voters can vote at the polling locations from 7:00 A.M. to 8:00 P.M. Vander Linden reminded voters who may have a mailed absentee ballot that has not been returned, the ballot should be hand delivered to the Auditor's office today or by the deadline of 8:00 P.M. on November 7, 2023, as postmark does not count.

On a motion by Sorensen, second by Mather, the Board went into to Closed session at 9:15 A.M. pursuant to Chapter 21.5.1 (j), Code of Iowa, to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for the property or reduce the price the governmental body would receive for the property. Roll call vote: Ayes: All. On a motion by Sorensen, second by Mather, the Board returned to open session at 9:57 A.M. Roll call vote: Ayes: All.

The meeting was adjourned at 9:57 A.M.

ATTEST:

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Cathy Ribbink  
2<sup>nd</sup> Deputy Auditor

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Scott Sauer, Chairperson  
Board of Supervisors